

New London CSD New London EA

7/1/2005 6/30/2007

MASTER CONTRACT

**NEW LONDON COMMUNITY SCHOOL DISTRICT
AND
NEW LONDON EDUCATION ASSOCIATION**

2005-2006

NEW LONDON COMMUNITY SCHOOL/EDUCATION ASSOCIATION MASTER CONTRACT
2005-2006

INDEX

	Page
Preamble	2
Duration	3
Recognition	4
Compliance	5
Grievance Procedure	6
Employee Evaluation	9
Seniority	10
Transfers	11
Leaves	12
Employee Work Year	15
Employee Hours	16
Reduction, Realignment and Recall	17
Health	19
Safety	20
Wages and Salaries	21
Insurance	23
In-Service Training	25
Dues Deduction	26
Printing	27
Schedule A Salary Schedule	28
Schedule B Supplemental Pay Schedule	29
Appendix	30

PREAMBLE

The Board of Education of the New London Community School District, of the counties of Henry and Des Moines, State of Iowa, hereinafter referred to as the "Board", and the New London Education Association, hereinafter referred to as the "Association", agree as follows:

I. DURATION

This agreement shall be effective as of July 1, 2005 and shall continue in effect with the following exceptions, until June 30, 2007:

1. Schedule A will be negotiated for the 2006-2007 year.
2. Schedule B will be negotiated for the 2006-2007 year.
3. The N.L.E.A. and the Board each may choose one language item to negotiate for the 2006-2007 year.

II. RECOGNITION

The Board recognizes the Association as the sole and exclusive negotiating agent for all contracted certificated personnel as listed in Public Employment Relations Board Certification Instrument, case No. 206, issued by the Public Employment Relations Board on October 21, 1975.

III. COMPLIANCE

Any individual contract between the Board and an individual employee, heretofore or hereafter executed shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration, shall be controlling. Each individual employee contract shall incorporate by written reference the terms and provisions of this agreement. The contract shall be signed by the President of the Board before it is given to the employee. Teachers being offered their first contract may sign a contract prior to the Board President signing it.

If the need arises for amendments to be made to the contract on items inconsistent with the law, or on items to be changed after mutual agreement of the Association and the Board, then the contract may be changed. The amended articles will be signed by the President of the Association and the President of the Board.

IV. GRIEVANCE PROCEDURES

A grievance shall mean a complaint that alleges a violation of any of the provisions of this Agreement.

Every employee covered by this Agreement shall have the right to present grievances in accordance with these procedures.

The failure of an employee (or, in the event of an appeal to arbitration, the Association) to act on any grievance within the prescribed time limits will bar any further appeal of that particular grievance. The failure of an administrator to give a decision within the time limits shall advance the grievance to the next step in the procedure. The time limits may be extended by mutual agreement of the grievant and the administrator.

Any investigation or other processing of any grievance shall be conducted as to result in no interference with, nor interruption of the instructional program and related work activities of the grievant.

The Association may appoint a grievance advisor, who is a member of the Association, who should also be entitled to participate in the grievance procedure.

(a) First Step

An aggrieved employee shall first discuss the alleged grievance with his or her principal within seven (7) school days after the occurrence of the alleged violation or after the aggrieved employee knew or should have known of the alleged violation, with the objective of resolving the matter informally.

(b) Second Step

If a grievance is not resolved informally, the aggrieved employee and/or the Association grievance advisor shall, within seven (7) school days from the date of the action being grieved, file the grievance in writing and discuss the matter with the Principal. The written grievance shall be presented on a form provided by the administration, stating the nature of the grievance, the specific item or items of the agreement being grieved, the date of the occurrence, and the remedy requested. The Principal shall make a decision on the grievance and communicate it in writing to the grievant, the Superintendent, and the President of the Association, within ten (10) school days after the receipt of the written grievance.

(c) Third Step

In the event a grievance has not been satisfactorily resolved at the second step, the aggrieved employee and/or a grievance advisor shall file within five (5) school days of the Principal's written decision, a copy of the grievance with the Superintendent. Within ten (10) school days after such written grievance is filed, the

aggrieved employee and/or a grievance advisor of the employee's choice and the Superintendent shall meet to resolve the grievance. Within ten (10) days of the meeting the Superintendent shall file a written decision with the employee and the Principal.

(d) Fourth Step

- (1) If the grievance is not resolved satisfactorily at Step 3, then the aggrieved person or the Association may submit the grievance to arbitration by advising the Superintendent of Schools of the intent to do so within ten (10) days. It is understood that the foregoing provision does not mandate the Association to support the grievance.
- (2) Within ten (10) school days after written notice to the Administration of submission to arbitration, the Administration and the Association shall attempt to agree upon a mutually acceptable arbitrator. If no such agreement can be made a written request for a list of arbitrators shall be made to the Public Employment Relations Board (P.E.R.B.) by either party. The list shall consist of five arbitrators and the parties shall determine by lot which party shall have the right to remove the first name from the list. Within two (2) school days of receipt of arbitrator names the parties will alternately strike names until only one name remains.
- (3) The arbitrator so selected shall confer with the representative of the Board and the Association and hold hearings promptly and shall issue his decision not later than fifteen (15) school days from the date of the closing of the hearings or, if oral hearings have been waived, then from the date the final statements and proofs on the issue are submitted to him. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is in violation of the terms of this Agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on the parties.
- (4) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.
- (5) The aggrieved employee and/or the Association may use the services of a non-member during this fourth step of the grievance procedure.

V. EMPLOYEE EVALUATION

1. The classroom teaching performance of regular full-time teachers in their first and second year in this school district shall be formally evaluated a minimum of twice each school year. Beyond their second year of service, classroom teachers will be formally evaluated a minimum of once every three years.
2. By October 1, teachers shall be informed of evaluation procedures and standards to be observed.
3. Results of the formal classroom observation shall be in writing, with a copy to be provided to the teacher, and shall be preceded by an in-class observation of teacher's performance.
4. A conference to discuss an employee's written evaluation will be held by the evaluator with the teacher within twenty (20) school days of the last classroom observation. Since the objective of evaluation is to improve instruction and performance, the evaluator shall submit on the evaluation form recommendations for areas in need of improvement. A copy of the written evaluation will be signed by both parties but will not necessarily mean agreement with the evaluation but rather awareness of the content. All employee evaluations are to be fair and accurate. An employee shall not have the right to grieve an evaluation under the grievance procedure steps 1 through 3, but shall proceed immediately to step 4 as set forth in this contract.
5. This article deals with a procedure for a single method of teacher evaluation, i.e. observation of classroom teaching performance. Nothing in this article shall be construed as precluding evaluation of teachers by other reasonable means as deemed appropriate by the administration or the Board of Directors. No written statement shall be placed in the employee's personnel file without notification to the employee prior to placement and no such statement shall be placed in the personnel file without the signature of the employee prior to placement.
6. Consistent with the statutory provisions of the Iowa Code, teachers will have access to their personnel file in accordance with the following provisions: (1) the teacher and administrator must mutually agree on the time at which the teacher may access the records and an administrative representative must be present at the time; (2) teachers are not allowed access to employment references written on the teacher's behalf; (3) the employer may charge reasonable fees up to \$5.00 for copies made.

VI. SENIORITY

1. Definition – Seniority shall mean the consecutive number of years' service in the New London Community School District within the two grade levels, K-6 & 7-12, and curricular or subject areas as provided herein:

Grades K-6

- (1) Classroom teachers
- (2) Special Education
- (3) Vocal Music
- (4) Instrumental Music
- (5) Art
- (6) Physical Education
- (7) Title I

Grades 7 – 12

- (1) Social Studies
- (2) English
- (3) Mathematics
- (4) Science
- (5) Industrial Arts
- (6) Art
- (7) Vocal Music
- (8) Instrumental Music
- (9) Physical Education
- (10) Special Education
- (11) Guidance and Counseling
- (12) Foreign Language
- (13) Home Economics
- (14) Driver Education
- (15) Business Education
- (16) Library Science

2. Seniority List – On or about October 15 of each school year, the Superintendent or his/her designee will provide the Association with a list showing the employee's current seniority. The seniority list will be posted in an area accessible to all employees.

VII. TRANSFERS

Definition:

Transfer shall mean the movement of an employee to a different assignment, grade level, subject area, or building.

A. Voluntary Transfers

1. Any teacher may apply for voluntary transfer to another position in writing to the Superintendent. All teaching and supplemental duty vacancies which occur during the school year shall be posted by the Superintendent in all faculty rooms within five (5) days after the opening is officially announced by the Board of Education and before being publicly advertised. During vacation periods a notice will be made only by letter to the NLEA President.
2. (a) Any vacancy may be filled by voluntary transfer of any qualified employee if application for such transfer is received by the Employer prior to August 1 of the preceding school year. There is no limitation on the number of transfers prior to that date.
(b) If an application for voluntary transfer is received on or after August 1 only an initial vacancy may be filled by voluntary transfer and any subsequent vacancy caused by the voluntary transfer of an employee may be filled at the discretion of the Employer.
3. When two (2) or more teachers desire a new teaching assignment or an assignment in addition to their normal schedule during a regular school year, including adult education, driver education, duties listed in Schedule B and summer and evening courses, and when instructional requirements, certification, and academic preparation are equal in the sole and exclusive judgment of the Board, seniority will prevail in making the assignment.

B. Involuntary Transfers

Positions should be open on a voluntary basis. If the positions cannot be filled voluntarily, then the least senior teacher within the department having instructional requirements, certification and academic preparation will be transferred. The involuntary transfer of a teacher will be made only after a meeting of the Superintendent and the teacher involved. This meeting shall take place at the earliest possible time and will present the reasons for the transfer being made.

VIII. LEAVES

SICK LEAVE

Full time employees shall be granted leave of absence for personal illness or injury with full pay in the following minimum amounts:

First Year of Employment	10 days
Second Year of Employment	11 days
Third Year of Employment	12 days
Fourth Year of Employment	13 days
Fifth Year of Employment	14 days
Sixth and Subsequent Years Employment	15 days

These amounts shall apply only to consecutive years of employment. Unused portions will be cumulative to a total of one hundred twenty (120) days.

A physician's report certifying the reason and necessity for the absence may be required where the employee is absent for more than three (3) consecutive days or after an employee would use his or her contracted yearly allotment in non-consecutive days illness. A physician's report may be required by the Board after an injury or an illness certifying to the physical and mental fitness to assume regular duties or a temporary assignment. Accumulated sick leave may be used by an employee only in the amount credited to him or her and will not extend beyond such time that the attending physician deems the employee physically and mentally fit to return to the assigned duties of the employment. Cost of physicians' certification shall be paid by the Board if the Board requires physician's certification.

FIRST YEAR TEACHER:

A first year teacher shall be entitled to one (1) day sick leave per month. If this leave is used at a faster rate, up to the ten days entitlement, deductions in pay shall be made, but the teacher shall be entitled to a refund for any of the ten days deducted and not used during the year.

MATERNITY LEAVE

Leave for maternity shall be considered sick leave and shall be at the discretion of the employee's physician. In case of absence for a female employee for maternity, sick leave provisions will apply.

LEAVE OF ABSENCE FOR ADOPTION

In case of adoption of a child by an employee, leave of absence of up to three (3) days per year with full pay will be granted. Said leave is not accumulative. Such absence beyond three (3) days shall be without pay.

LEAVE OF ABSENCE UPON EXPIRATION OF SICK LEAVE

After an employee has expended paid sick leave benefits and is still certifiable by a physician as being unable to mentally or physically resume contractual responsibilities, a leave of absence without pay will be granted. The leave of absence and insurance benefits will extend for a twelve (12) month period after an employee has expended paid sick leave benefits. After the expiration of the

twelve (12) month period if a physician is unable to certify that an employee is able to return to work the employee may be terminated.

LEAVE OF ABSENCE FOR ILLNESS IN IMMEDIATE FAMILY

In the case of illness of a member of the employee's immediate family, leave of absence up to three (3) days per year with full pay shall be granted. Two (2) additional days for critical illness in immediate family may be granted. The employee may be asked to provide a Doctor's statement. Said leave is noncumulative. Such absence beyond five (5) days shall be without pay. The Immediate family shall be interpreted as father, mother, son, daughter, wife, husband, brother, sister, father-in-law and mother-in-law. The provision shall include the birth of a child to the wife of a teacher. The granting of this leave is subject to the approval of the Superintendent or his delegated authority.

LEAVE OF ABSENCE FOR DEATH IN THE IMMEDIATE FAMILY AND OTHER RELATED MATTERS

In case of death in the immediate family, an employee shall be granted up to five (5) days of absence annually, with full pay. Such leave will not be charged against sick leave nor shall it be cumulative. The immediate family shall be interpreted as father, mother, brother, sister, husband, wife, son, daughter, grandfather, grandmother, and comparable relatives of the spouse,

In addition, up to two (2) days of absence annually with full pay shall be allowed to attend funerals of other relatives or close friends. Such leave will be granted with full pay but shall not be charged against sick leave, nor shall it be cumulative. For local funerals, it is contemplated that such leave shall constitute only the time to attend the funeral service.

LEAVE OF ABSENCE FOR PERSONAL REASONS

Employees may be granted two days leave of absence for personal reasons at full pay. For each unused, full day of said personal leave that the employee has remaining at the end of the school year, the district shall pay said employee an amount equal to 50 percent of the pay for substitute teachers. With a justifiable reason from the employee, one additional day may be granted by the Superintendent or his delegated representative. If no personal days are used in any given year, one additional day may be granted without justification for use the following. Request for personal leave must be submitted in writing to the Superintendent or immediate supervisor at least two days (48 hours) in advance of the absence. The two day advance notice may be waived for personal leave requests judged as emergency situations by the immediate supervisor. Personal leave will not be granted during the first and last seven contract days. Personal leave shall be utilized in not less than one-half (1/2) day increments. Only situations evaluated and approved by the Superintendent will constitute exception to the above guidelines. Personal leave is only cumulative via the exception identified above. Absences without pay may be authorized by the Superintendent according to Board Policy "Absence Without Pay".

PROFESSIONAL LEAVE

Leave of absence with pay of regular salary may be approved by the Superintendent or his delegated representative to an employee for attendance at professional activities if said activities are directed toward:

1. The improvement of qualifications of the employee.
2. To uphold the interest of the school's educational program.
3. And so long as it is mutually agreed between the employee and his Supervising Administrator that such absences are not seriously detracting from the performance of the contracted job assignment by said employee.

The approval for such absence must be given in advance and may be accompanied by a stipulation to pay any legitimately incurred expenses resulting from such attendance in full, in part, or not at all. The basis upon which such stipulation is to be made will be (1) available funds budgeted for travel, and (2) the degree of value to be received as projected by the Superintendent.

An employee may be granted a leave of absence for purposes of training without pay for reasons acceptable to the Superintendent and Board for a period of not less than one quarter or more than one year. This leave may not be renewed more than one time. An employee on leave during the spring term must notify the Superintendent by the first day of April in writing of his plan to return the following fall quarter, or the position will be declared vacant. This leave of absence shall not be with compensation.

ISEA DELEGATE ASSEMBLY

Two (2) days Professional Leave will be granted for one member of the Association to attend the ISEA Delegate Assembly. The Association will reimburse the school district the dollar amount of salary for a substitute teacher.

JURY DUTY

Any employee called for jury duty during school hours or who is required to appear in any judicial or administrative proceeding, or who shall be asked to testify in any arbitration matter shall be provided such time. Any fees or remuneration the employee receives during such leave shall be turned over to the New London Community School District.

IX. EMPLOYEE WORK YEAR

The in-school work year for employees contracted on a nine month basis shall not exceed one hundred ninety days (190).

The in-school work year shall include one hundred eighty (180) teaching days, five (5) in-service days and five (5) paid holidays (Labor Day, Thanksgiving, Christmas, New Year's Day, and President's Day). The above specified in-school work year is established to provide the base from which wages are negotiated and paid.

Designated holidays, vacations, and in-service days will be mutually agreed upon by the Association and the Board. Changes in holidays, vacations and in-service days may not be made unless mutually agreed upon by the Association and the Board.

X. EMPLOYEE HOURS

1. Length of the Day
The total in-school workday for full time employees shall consist of not more than eight (8) hours which shall include a duty-free lunch period of at least thirty (30) consecutive minutes.
2. Arrival and Dismissal Time
No employee shall be required to report for duty earlier than thirty (30) minutes before the opening of the pupils' school day, and shall be permitted to leave thirty (30) minutes after the close of the pupils' school day. Exceptions are automatically made for employees who have other contracted duties with the district such as bus driving. On Fridays or on days preceding holidays or vacation or with the approval of the principal, the employees' day shall end after all of their responsibilities have been concluded.
3. If an employee arrives after the contractual scheduled time or leaves before the contractual scheduled time, he/she must make up the time missed. Made up time will be performed, with the approval of the employee's supervisor or supervisor's designee, within seven working days whenever possible. The foregoing provisions shall not apply to late starts due to inclement weather, early dismissals, or leave time granted the employee in other sections of this agreement.
4. Employees may be required to be present before or after the regular workday without additional compensation, for the purpose of attending faculty or other professional meetings one (1) day each month. The mandatory attendance time is set for thirty (30) minutes.
5. The daily teaching load at the junior and senior high school shall guarantee the teacher one preparation period per day, and shall not exceed six (6) hours of pupil contact per day. Assignment to a supervised study period or non-compensated extra curricular activity during school hours shall be considered a teaching period for the purpose of this Article.
6. The daily teaching load in the elementary school shall not exceed six (6) hours of pupil contact per day and shall include one preparation period of at least thirty (30) consecutive minutes each day.
7. Junior and senior high school employees shall not be required to teach more than a total of five (5) teaching preparations unless mutually agreed by teacher and the Superintendent.
8. All employees may be assigned pupil supervision duty during the school day at the discretion of the Principal or Superintendent provided it is not in conflict with previous paragraphs of the section.

XI. REDUCTION, REALIGNMENT, AND RECALL

A. NOTIFICATION

When the District deems it necessary to consider staff reduction, it shall notify the employee or employees to be considered for staff reduction or termination no later than April 30 of the preceding year for which the reduction is to be effective. Such notice will be in writing and shall be given the teacher and the Association by certified mail or personal delivery.

B. PROCEDURES (The following procedures shall be used for staff reduction):

When the District determines that it is necessary to reduce staff, it shall attempt to accomplish the reduction by normal attrition. The term "attrition" contemplates the known resignation or retirement of existing employees. In the event reduction cannot be accomplished by attrition, reduction shall occur in the following order:

1. The seniority principle shall apply system-wide. The seniority principle shall be defined as the total number of continuous years of experience within the District at the level or curriculum area where the reduction is needed. Seniority will determine employment among such essential employees only when qualifications to perform the work are equal as determined in Article VI.
2. In the even the seniority is equal of those being considered for staff reduction, the District shall be entitled to consider the following qualifications:
 - (a) Skills, abilities and competence as reflected in evaluations.
 - (b) Certification, endorsements and approvals.

C. RECALL

1. Any teacher terminated under this article shall be considered for recall to a position for a period of two years. The year shall begin August 30 following termination.
2. Personnel shall be recalled in reverse order of termination to a position for which the employee is certified.
3. A teacher who is terminated because of staff reduction, and who is re-employed shall be placed on the salary schedule one step advanced from the employee's position on the schedule at the time of departure. The re-employed teacher shall resume the seniority held at the time of termination.
4. Notice of recall to any terminated employee shall be given by certified mail addressed to the last known address of said terminated employee on file with the District. Failure to respond to said notice within ten (10) calendar days after the date of receipt of said notice shall result in a loss of recall rights.
5. Any probationary employee who is terminated during the period of the employee's probation for staff reduction reasons and then re-hired in a subsequent school year will be credited with the amount of experience accrued at the time of original termination.

6. If any employee is recalled to a less equivalent position than that held at the time of termination and accepts said position, he or she will lose any further recall rights, relating to the original termination.

XII. HEALTH

In order to attempt to assure the physical and mental fitness of employees, the following requirements are established.

1. New employees shall present a doctor's examination statement certifying the prospective employee's physical and mental fitness on forms prescribed by the Board prior to assuming contractual responsibilities. The expense of such examination up to \$40.00 shall be paid by the Board.
2. All continuing employees shall furnish a licensed physician's examination statement certifying their physical and mental fitness on forms prescribed by the Board prior to assuming contractual responsibilities. Failure to provide the doctor's examination statement certifying physical and mental fitness shall constitute a breach of contract. The expense of such examination up to \$40.00 shall be paid by the Board.

New employees shall present evidence of freedom from active tuberculosis upon employment. All employees shall present such evidence every three years.

Note: Health Form V in Appendix.

XIII. SAFETY

The safety of occupants of the facilities under control of the Board is of utmost importance. In order to maintain this safety, the school shall furnish and employees shall use and wear safety clothing and equipment while in all areas requiring same, and conduct themselves in a manner assuring non-injury to themselves and others. Employees shall immediately report all unsafe conditions of equipment or facilities to their supervising directors.

USE OF REASONABLE FORCE

An employee may, within the scope of his employment, use and apply such amount of force as is reasonable and necessary, to quell a disturbance threatening physical injury to others; to obtain possession of weapons or other dangerous objects upon the person or within the control of a pupil; for the purpose of self-defense; and for the protection of persons or property.

LEGAL ACTION AGAINST AN EMPLOYEE

Whenever any legal action is brought against an employee resulting from the performance of assigned duties, on account of or for alleged personal injury, property damage or other offense, the Board through its insurance carrier shall provide the employee with defense and indemnification. There will be no indemnification if there is a judicial determination that the employee acted contrary to law.

LEGAL ASSISTANCE

The Administration will give full support in working with local law enforcement officials for any assault upon the employee while acting in the discharge of his duties.

XIV. WAGES AND SALARIES

A. Schedule

The salary of each employee covered by the regular salary schedule is set forth in Schedule (A), which is attached hereto and made a part thereof. Schedule (A) is inclusive of Phase I & II "Excellence in Education" funding, without such funding, Schedule (A) will be adjusted to reflect the entirety of its retraction.

B. Placement on Salary Schedule

1. Adjustment of Salary Schedule

Each employee shall be placed on his proper step of the salary schedule as of the effective date of this agreement and in accordance with paragraph 2 below. Any employee hired for three (3) consecutive grading periods or more in any one school year shall be given full credit for one (1) year of service toward the next increment step for the following year.

2. Credit for experience

Credit up to the tenth step of any salary level on the employee salary schedule shall be given for previous outside teaching experience in a duly accredited school upon initial employment.

3. Returning to the District

Any employee with previous teaching experience in the New London Community School District shall upon returning to the system receive full credit on the salary schedule for all outside teaching experience, military experience, or alternative civilian service required by the Selective Service System, Peace Corps, VISTA or National Teaching Training Corps work and appropriate business or industry experience up to the maximum or two years.

Such employees who have not been engaged in other teaching or other activities indicated above shall, upon returning to the system, be restored to the next position on the salary schedule above that at which they left, provided they have completed the full year prior to leaving.

C. Advancement on Salary Schedule

1. Increments

Employees on the regular salary schedule shall be granted one increment or vertical step on the schedule for each year of service until the maximum for their educational classification is reached. A year of service consists of employment in the New London Community School District for three (3) consecutive grading periods or more than one school year.

2. Educational Lanes

Employees on the regular salary schedule who move from one educational lane to a higher educational lane shall move to the corresponding eligible step on the higher lane. For an employee to advance from one educational lane to another, he or she shall file suitable evidence of additional graduate educational credit with the Superintendent no later than the first day of school for the first semester and no later than the first day of the second semester for lane advancement. Payment of one-half step for the second semester will be May 20 of the contract year.

D. Part-Time Teachers

Part-time teachers, employees contracted for a nine month basis, and at part-time, will receive salaries and benefits prorated a fraction of the total number of work days to one hundred ninety (190) contract days. Part-time teachers

will receive at least one in-service day or more prorated to the nearest full day, in proportion to one hundred ninety (190) contract days. Part-time employees under contract prior to the 98-99 school year are grandfathered.

XV. INSURANCE

A. Types

1. Life Insurance
 - a. The district will provide the employee with \$20,000 term life insurance.
2. Disability Insurance

The district will provide the employee with disability insurance.
3. Medical Insurance
4. The district will offer a group insurance program with a minimum of paid single coverage comparable to those benefits being presently provided. Staff participating in the flexible benefit plan may choose health and major medical insurance. All employees must purchase a minimum of a single plan or show evidence of a valid group waiver.
5. Employees may select one of the following three options:
 - a. family coverage
 - b. single coverage
 - c. opt out of plan

The district will contribute the following amounts per month to full-time staff:

 - a. family coverage - \$871.00
 - b. single coverage - \$526.00
 - c. opt out of plan - \$401.00

B. Coverage

The District-provided insurance programs shall be for twelve (12) months (beginning September 1 of each year and ending August 31 of the following year.) Employees new to the district shall be covered by District-provided insurance when the employee begins work. An employee whose employment stops at the end of the contract year because of resignation, termination, or other reasons will receive health insurance coverage as provided in paragraph A, and for the period of time provided in paragraph B, with the following exceptions:

1. Health insurance coverage for an employee terminated before the end of the school year will stop at the effective date of the termination.
2. Health insurance coverage will stop if it is known that the employee whose employment is terminated has received and is protected by other health insurance from a new employer.

C. Description

The Board shall provide each employee a description of the insurance coverage provided within ten (10) days of the beginning of the school year or date of employment, which shall include a clear description of conditions and limits of coverage as provided above. The New London Board of Education will provide information in the form of applications and enrollment meetings.

D. Continuation

In the event that an employee, absent because of illness or injury, has exhausted sick leave accrual, the above mentioned benefits shall continue throughout the balance of the school year.

XVI. IN-SERVICE TRAINING

The responsibility of planning the in-service training will be handled jointly by the administration and the NLEA.

The responsibility of providing an in-service program will be a joint decision of the administration and the Board. The Board shall also determine the nature and the extent of this training and employees shall participate as required.

XVII. DUES DEDUCTION

Any employee who is a member of the New London Education Association, may sign and deliver to the administrative office, an assignment authorizing payroll deduction of professional dues, but excluding contributions to any political organization.

Pursuant to the deduction authorization, the Board shall deduct one-ninth ($1/9$) of the total dues from the regular salary check of the employee each month for the nine months of the school year, beginning September and ending in May.

New employees starting after the beginning of the year may authorize the Board to deduct one-fourth ($1/4$) of their total dues from their regular salary check each month for the first four (4) months of their employment.

Such authorization shall continue from year to year unless revoked in writing by notice to the Board.

The Board shall transmit to the Association the total monthly deduction for professional dues within ten (10) days following each regular pay period, and a list of the employees for whom deduction was made.

The employer, each individual Board member, District secretary, District Treasurer, and each administrator shall be indemnified and held harmless against any and all claims, costs, suits, and other forms of liability and all court costs arising out of the dues deduction procedures.

XVIII. PRINTING

The Agreement shall be presented to all employees represented by the bargaining unit now employed, hereafter employed or offered a contract for employment by the Board, and the Association shall receive ten (10) additional copies.

The cost of printing the Agreement shall be shared equally by the Association and the School District.

SALARY SCHEDULE									
STEP	A	B	C	D	E	F	G	H	I
22720	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30	MA+45
1	23550	24492	25434	26376	27554	28496	29438	30380	31322
2	24492	25434	26376	27318	28496	29438	30380	31322	32264
3	25434	26376	27318	28260	29438	30380	31322	32264	33206
4	26376	27318	28260	29202	30380	31322	32264	33206	34148
5	27318	28260	29202	30144	31322	32264	33206	34148	35090
6	28260	29202	30144	31086	32264	33206	34148	35090	36032
7	29202	30144	31086	32028	33206	34148	35090	36032	36974
8	30144	31086	32028	32970	34148	35090	36032	36974	37916
9	31086	32028	32970	33912	35090	36032	36974	37916	38858
10	32028	32970	33912	34854	36032	36974	37916	38858	39800
11	32970	33912	34854	35796	36974	37916	38858	39800	40742
12		34854	35796	36738	37916	38858	39800	40742	41684
13		35796	36738	37680	38858	39800	40742	41684	42626
14			37680	38622	39800	40742	41684	42626	43568
15			38622	39564	40742	41684	42626	43568	44510
16				40506	41684	42626	43568	44510	45452
OFFST	707	707	707	707	707	707	707	707	707

NEW LONDON COMMUNITY SCHOOL 2005-2006 SUPPLEMENTAL PAY SCHEDULE

The following positions are listed for pay purposes only and the district is not required to employ a person for each position listed.

SCHEDULE B	Percent of Base	\$22,720
2. HEAD FOOTBALL COACH	15%	\$3,408
3. ASSISTANT FOOTBALL COACH	11%	\$2,499
4. MIDDLE SCHOOL FOOTBALL COACH	9%	\$2,045
5. ASSISTANT MS FOOTBALL COACH	6%	\$1,363
6. HEAD BOYS' BASKETBALL COACH	15%	\$3,408
7. BOYS' FRESH-SOPH BASKETBALL	10%	\$2,272
8. MS BASKETBALL, BOYS' ONE	9%	\$2,045
9. VARSITY GIRLS' BASKETBALL	15%	\$3,408
10. GIRLS' FRESH-SOPH BASKETBALL	10%	\$2,272
11. MS BASKETBALL, GIRLS' ONE	9%	\$2,045
12. BOYS' TRACK	11%	\$2,499
13. MIDDLE SCHOOL TRACK, BOYS	9%	\$2,045
14. GIRLS' TRACK	11%	\$2,499
15. MIDDLE SCHOOL TRACK, GIRLS'	9%	\$2,045
16. BASEBALL	15%	\$3,408
17. ASSISTANT BASEBALL	10%	\$2,272
18. MIDDLE SCHOOL BASEBALL	9%	\$2,045
19. MS GIRLS' SOFTBALL SUMMER	9%	\$2,045
20. SOFTBALL	15%	\$3,408
21. ASSISTANT SOFTBALL	10%	\$2,272
22. GIRLS' VOLLEYBALL - FALL	15%	\$3,408
23. GIRLS' ASSISTANT VOLLEYBALL	9%	\$2,045
24. MS VOLLEYBALL GIRLS	9%	\$2,045
25. WRESTLING	15%	\$3,408
26. ASSISTANT WRESTLING	10%	\$2,272
27. MS WRESTLING	9%	\$2,045
28. BAND	21%	\$4,771
29. MS BAND	5%	\$1,136
30. VOCAL MUSIC	8%	\$1,818
31. PLAYS	12%	\$2,726
32. DEBATE COACH	5%	\$1,136
33. SCHOOL NEWSPAPER	7%	\$1,590
34. BOYS' & GIRLS' GOLF	11%	\$2,499
35. SUMMER BAND		\$300
36. SPEECH	12%	\$2,726
37. CHEERLEADING		\$300 per sport
38. 25% OF SUB PAY PER PERIOD TO TEACH DURING PREP PERIOD		

APPENDIX

FORM I	NOTICES	31
FORM II	GRIEVANCE REPORT	32
FORM III	LEVEL III	33
FORM IV	LEVEL IV	34
FORM V	MEDICAL REPORT	35

FORM I NOTICES

Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by telegram or letter to the following designated addresses or at such other address as may be designated by a party in written notification to the other party.

1. If by Association, to Board at New London Community School.
2. If by Board, to President, NLEA, New London Community School.

FORM II GRIEVANCE REPORT

_____ School District

Date Filed

_____ Building

Distribution of Form

1. Association

2. Employee

3. Appropriate

Supervisor

4. Superintendent

Name of Aggrieved Person

LEVEL II

A. Date Violation Occurred _____

B. Section(s) of Contract or Policy Violated _____

C. Statement of Grievance _____

D. Relief Sought _____

Signature _____ Date _____

E. Disposition by Principal or Immediate Supervisor _____

Signature of Principal or Immediate Supervisor _____ Date _____

FORM III LEVEL III

A. _____
Signature of Aggrieved Person Date Received by
Superintendent

B. Disposition of Superintendent or Designee _____

Signature of Superintendent or Designee Date

FORM IV LEVEL IV

A. _____
Signature of Aggrieved Person Signature of Association President

B. _____
Date Submitted to Arbitration Date Received by Arbitrator

C. Disposition and Award of Arbitration _____

Signatures of Arbitrator

Date of Decision

FORM V NEW LONDON COMMUNITY SCHOOL
MEDICAL REPORT
ADULT SCHOOL PERSONNEL

Name _____ Address _____

Birth _____ Height _____ Weight _____

Pulse _____

Heart: Any sign of heart disease? _____

Blood Pressure Rating: Systolic _____ Normal? _____

Diastolic _____

Lungs: Any signs of Lung Disease? _____

Intradermal Tuberculin Skin test: _____

Date _____ Results: _____

(If needed) X-Ray of Lungs: _____

Date _____ Results: _____

Is this person handicapped? _____

(Specify) _____

Check the following if you have had:

Rheumatic Fever _____ Diabetes _____ Anemia _____

Epilepsy _____ Tuberculosis _____ Mental Illness _____

HEALTH CERTIFICATE

Position _____

Medically Qualified _____ Not Medically Qualified _____

Remarks: _____

Examining Physician _____ Date _____

Address _____